

## FORM 1 for MS Students | Proposed Schedule for Courses

*Must be filled out and submitted to the Departmental Graduate Coordinator by the end of the first semester of the graduate program along with the first committee meeting minutes*

Original or Amended (Circle One)

Name:

UF ID number: #####-####

Date: mm/dd/yyyy

Course Number and Title	Degree Credits	Grade	Year: 1			Year: 2			Year: 3			Year: 4		
			F	S	S	F	S	S	F	S	S	F	S	S
<b>A. 5000-6000 Courses, Graded</b>														
Required (7 credits)														
Department/College Weekly Seminar   VME 6930s or equivalent* (1 credit);														
Statistics   STA 6166 Statistical Methods in Research—or equivalent* (3 credits);														
Biochemistry/Molecular Biology   BCH 5413 Mamm Mol Biol & Genetics; BCH 6415 Adv Mol & Cell Biol—or equivalent* (3 credits);														
Other courses														
<b>B. S/U Courses, Thesis and Credit Transfer</b>														
VME 6905 Problems in Vet Science (1-4 credits per course; max 12 credits count towards degree)														
VME 6910 Supervised Research (1-5; max 5)														
VME 6940 Supervised Teaching (1-5; max 5)														
VME 6971 Master's Thesis (1-6; max 6)														
<b>Transfer of Credits (max 9) **</b>														
<b>C. 4000 Level Courses outside the CVM</b>														

5-6000 Credits (A): \_\_\_\_\_ S/U Credits (B): \_\_\_\_\_ Degree Credits (C): \_\_\_\_\_ Total Credits (A+B+C): \_\_\_\_\_

**APPROVALS**

Name (typed)	Department	Signature	Date
(chair)			

Department Graduate Coordinator: \_\_\_\_\_ CVM Assoc Dean for Res & Grad Studies \_\_\_\_\_

The purpose of this form is to guide your program and to allow your Supervisory Committee and the CVM Graduate Studies Committee to ensure that all CVM and Graduate School requirements are met. Do not list courses that are not relevant to your program. Also, do not list credit hours above the allowable maximum for each type of class.

\*Equivalent courses must be approved by the student supervisory committee, the Department Graduate Coordinator, and the Associate Dean for Research & Graduate Studies.

\*\* Transfer of credit: Only graduate-level (5000-7999) work with a grade of B or better, is eligible for transfer of credit. A maximum of 15 transfer credits are allowed. These can include no more than 9 credits from institution/s approved by UF, with the balance obtained from postbaccalaureate work at the University of Florida. Credits transferred from other universities are applied toward the degree requirements, but grades earned are not computed in the student's grade point average. Acceptance of transfer of credit requires approval of the student's supervisory committee and the Dean of the Graduate School.

Academic units must submit petitions for transfer of credit for a master's degree during the student's first term of enrollment in the Graduate School.

The supervisory committee is responsible for using established criteria to ensure the academic integrity of course work before accepting graduate transfer credits. <https://catalog.ufl.edu/graduate/degrees/#text>

### **Instructions for Proposed Schedule of Courses: Master's of Science \*\*\***

1. Section A: 5000-6000 Level Courses
  - a. List in this section all courses at the 5000 or 6000 level (inside and outside the CVM).
  - b. Put an asterisk preceding each course that is to count toward the minimum of 15 credits required for the major (e.g., \* VME 5244 Physiology of Mammals: Organ Systems).
2. Section B: S/U Graded Courses
  - a. List all S/U graded courses in this section. The allowable credits that can count towards the minimum of 30 is shown. Do not write more than this maximum in the Credit column (cr), even if you take more.
  - b. 5 credits of Supervised Teaching (VME 6940) may count toward the minimum of 12 15 credits of major.
  - c. List no more than 6 credits of Master's Thesis (VME 6971) on the line in the Credit column. For your planning purposes write the actual number of credits you plan to take in each semester. Make sure 3 are in final semester (2 in final semester if summer session). More than 6 credits can be taken, but only 6 can count towards degree requirements.
  - d. List "Transfer of Graduate Credits" on one line if applicable (maximum = 6 to 8 9 credits; must obtain formal approval of transfer from Graduate School)
3. Section C: 4000 Level Courses outside of the CVM

Only one course may count towards the minimum of 30 credits required for an M.S. Degree. The committee chair must write a letter, also signed by the Graduate Coordinator and Associate Dean, to the graduate school justifying the use of an undergraduate course for a graduate degree. This course cannot count toward the major.
4. Section D: Supporting and Foundation Courses.
  - a. List all 1000, 2000, 3000 and 4000 level courses not listed in Section C.
  - c. These courses do not count towards the minimum of 30 required for an M.S.
5. Major Credits (5000-6000 level courses only)
  - a. Sum up the credits for all courses preceded by an asterisk. This must total 12 credits or more. All courses applying to the major must be preceded by an asterisk (\*). At least three of the 12 major credits must be letter graded.
6. Degree Credits (A+B+C)

Add all credits in Sections A, B, and C. This must total 30 credits or more. No more than 6 Master's Thesis (VME 6971) credits may be counted.

7. Approvals

All Committee Members, Graduate Coordinator, and CVM Associate Dean must sign original or amended FORM 1 Proposed Schedule of Courses.

**\*\*\*See "Graduate Student Handbook for MS Students" for complete instructions and details of degree requirements.**